



# COUNTY OF PLACER CIVIL SERVICE COMMISSION

## CIVIL SERVICE COMMISSION

JOHN COSTA  
RON LE DOUX, **Chair**  
DON NELSON, **Vice Chair**  
ANDRAE RANDOLPH  
RICK WARD

**Monday – September 9, 2013**

Nancy Nittler, Personnel Director  
Kellie Craig, Executive Secretary

## **MINUTES**

**Placer County Customs House**  
775 North Lake Blvd.  
Tahoe City, CA 96145  
530.581.6200

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**2:00 PM**

### **ROLL CALL**

Meeting was held at the Placer County Customs House  
775 North Lake Blvd. Tahoe City, CA  
Chair LeDoux presiding.  
**All Commissioners present.**

### **CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

#### **I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS**

- A. (Subdivision of (b)(1) of Government Code Section 54957)  
Title: Various/County Code Chapter 3, Section 3.12.020

**2:30 PM**

### **OPEN SESSION**

#### **FLAG SALUTE**

#### **I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.**

Chair LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section: 54957 Public Employee Performance Evaluations.  
**No action taken.**

**II. AGENDA APPROVAL**

It was moved by **Nelson** and seconded by **Costa** to approve the agenda.  
Motion carried unanimously.

**III. MINUTES OF PREVIOUS MEETING – August 12, 2013**

Chair LeDoux approved the minutes as submitted.

**IV. PUBLIC COMMENT - None**

**V. OLD BUSINESS - None**

**VI. NEW BUSINESS**

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by **Nelson** and seconded by **Randolph** to approve merit increases for classified employees.  
Motion carried unanimously.

- B. Health and Human Services and Veterans Services – Classification Specification Revision Request for Client Services Program Specialist I/II.

It was moved by **Ward** and seconded by **Costa** to approve the Health and Human Services and Veterans Services classification specification revision to the Client Services Program Specialist I/II.  
Motion carried unanimously.

- C. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Auditor-Controller, County Executive Office, Clerk-Recorder-Elections, Facility Services and Health and Human Services.

It was moved by **Nelson** and seconded by **Costa** to approve the Work out of Class Pay pursuant to Placer County Code Section 3.08.510(C.)(5.) (c.) for employee(s) assigned to the department(s) of Auditor-Controller, County Executive Office, Clerk-Recorder-Elections, Facility Services and Health and Human Services.  
Motion carried unanimously.

- D. Tahoe Department Operations – Power Point presentation by Michael Johnson, Peter Kraatz and Jennifer Merchant.  
**(No action will be taken)**

**VII. COMMUNICATIONS**

- A. Provisional Appointments – None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
- D. Commissioners' Comments

**VIII. ADJOURNMENT @ 4:05 PM**

There being nothing further to come before the Commission, it was moved by **Nelson** and seconded by **Randolph** to adjourn the meeting. Motion carried unanimously.

The next regular meeting will be in on **Tuesday – October 15, 2013 – Placer County Training Room @ 145 Fulweiler Avenue, Suite 200 Auburn, CA 95603 commencing @ 3:00 PM.**

PLACER COUNTY CIVIL SERVICE COMMISSION

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RON LEDOUX  
CHAIR

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KELLIE CRAIG  
EXECUTIVE SECRETARY